

Minutes of the meeting of the Maine Criminal Justice Academy Board of Trustees held at the Maine Criminal Justice Academy Board Room on March 3, 2006.

Board Members Attending

Mr. Brian MacMaster, Chair, Representing
Atty. General G. Steven Rowe
Sheriff Lloyd Herrick
Chief Jerry Hinton
Deputy Chief Amy Berry
Colonel Thomas Santaguida
Colonel Craig Poulin
Ms. Lois Reckitt
Ms. Roberta Tibbetts
Ms. Linda Smithers
Ms. Lisa Webster
Mr. Richard Harburger
Sergeant Travis Roy
Mr. Wesley Andrenyak, Secretary
Representing Commissioner Martin Magnusson
Mr. James Ferland
Commissioner Michael Cantara

Board Members Absent

Mr. Laurel Daigle
Mr. Richard Davis

Participants

Mr. John Rogers, Academy Director
Mr. Alan Hammond, Assistant Director
Mr. Jim Lyman, Training Coordinator
Officer Daniel Hurley, York Police Department
Lieutenant Charles Szeniaowski, York Police Department
Chief Brad Paul, Saco Police Department
Officer Sharon McGuinness, Saco Police Department
Captain Russell Gauvin, Portland Police Department
Officer Justin Alderman, Portland Police Department

Item One on the Agenda: Call to Order

Chair MacMaster called the meeting to order at 10:04 A.M.

Item Two on the Agenda: Roll Call

Chair MacMaster asked the Board Secretary to read the roll call.
He noted that a quorum was in attendance.

Item Three on the Agenda: Minutes of the Previous Meeting

Sheriff Herrick moved and Ms. Tibbetts seconded.

**MOTION: To accept the minutes of January 6, 2005, Board of Trustees meeting as presented
and to be placed on file.**

Motion Carried.

Item Four on the Agenda: Certifications

A. Waiver of the Basic Law Enforcement Training Program

Mr. Hammond presented a request for a waiver of the Basic Law Enforcement Training Program for Officer Justin Alderman of the Portland Police Department

Chief Hinton moved and Colonel Poulin seconded.

MOTION: To approved the waiver of the Basic Law Enforcement Training Program for Officer Justin Alderman of the Portland Police Department

A discussion ensued.

Motion carried.

Mr. Hammond presented a request for a waiver of the Basic Law Enforcement Training Program for Officer Daniel Hurley of the York Police Department

Commissioner Cantara moved and Mr. Ferland seconded.

MOTION: To approved the waiver of the Basic Law Enforcement Training Program for Officer Daniel Hurley of the York Police Department

A discussion ensued.

Motion carried.

Mr. Hammond presented a request for a waiver of the Basic Law Enforcement Training Program for Officer Sharon McGuinness of the Saco Police Department

Mr. Ferland moved and Commissioner Cantara seconded.

MOTION: To approved the waiver of the Basic Law Enforcement Training Program for Officer Sharon McGuinness of the Saco Police Department

A discussion ensued.

Motion carried.

As an addition to the agenda, Mr. Hammond presented a request for an Extension to August 14, 2006, for the Basic Law Enforcement Training Program for Officer Marshall McCamish of the Hallowell Police Department.

Colonel Poulin moved and Sergeant Roy seconded.

MOTION: To approve the extension to Augusta 14, 2006, for the Basic Law Enforcement Training Program for Officer Marshall McCamish of the Hallowell Police Department.

Motion carried.

B. Executive Certification

Mr. Hammond presented a request for Executive Certification for Lieutenant Michael Field of the Bath Police Department.

Chief Hinton moved and Mr. Andrenyak seconded.

MOTION: To approve Executive Certification for Lt. Michael Field of the Bath Police Department.

Motion carried.

As an addition to the agenda, Mr. Hammond presented a request for Instructor Certification for Chief Jerry Hinton of the Brunswick Police Department

Commissioner Cantara moved and Mr. Harburger seconded.

MOTION: To approve Instructor Certification for Chief Jerry Hinton of the Brunswick Police Department.

A discussion ensued.

Motion carried.

C. Law Enforcement Intermediate Certification

Mr. Lyman presented a request for Intermediate Certification for Deputy Ronald Rollins of Lincoln County Sheriffs Office.

Sheriff Herrick moved and Ms. Tibbetts seconded.

MOTION: To approve Intermediate Certification for Deputy Ronald Rollins of Lincoln County Sheriffs Office.

Motion carried.

D. Law Enforcement Advanced Certification

Mr. Lyman presented a request for Advanced Certification for Sergeant Edwin Finnegan III of Rockland Police Department.

Mr. Andrenyak moved and Deputy Chief Berry seconded.

MOTION: To approve Advance Certification for Sergeant Edwin Finnegan III of Rockland Police Department.

Motion carried.

E. Canine Handler Team Certification

Mr. Hammond presented a request for K-9 Handler Team Certifications for the following individuals:

Deputy Ian Alexander / Rocko, Sagadahoc County Sheriff's Office
Trooper Bernard Brunette / Lut, Maine State Police
Trooper Alden Bustard / Zack, Maine State Police
Trooper Jerome Carr / Chase, Maine State Police
Trooper Michael Cook / Arox, Maine State Police
Trooper Justin Cooley / Aiden, Maine State Police
Trooper Jeremy Forbes / Nitro, Maine State Police
Officer Jason St. Pierre / Dex, Lisbon Police Department
Trooper Greg Stevens / Cit, Maine State Police
Doctor Edward David / Shade, Office of the Chief Medical Examiner
Deputy Steven Thistlewood / Shemp, York County Sheriff's Office

Officer Peter Herring / Nike, Maine Correctional Center
Off. Jack McGloin / Sadie, Maine Correctional Center
Officer Steve Lacourse / Jasmine, Maine Correctional Center

Mr. Ferland moved and Chief Hinton seconded.

MOTION: To approve K-9 Handler Team Certifications for the above individuals as presented.

A discussion ensued.

Motion carried.

F. Course Certification

Mr. Hammond presented a request for approval of Course Certification for “Chemical Field Testing and Identification.”

Mr. Andrenyak moved and Chief Hinton seconded.

MOTION: To approve Course Certification for “Chemical Field Testing and Identification” as presented.

Motion carried.

Mr. Hammond presented a request for approval of Course Certification for “Stalking: Law Enforcement Lethality Assessment Safety Planning.”

Ms. Smithers moved and Mr. Andrenyak seconded.

MOTION: To approve Course Certification for “Stalking: Law Enforcement Lethality Assessment Safety Planning.”

Motion carried.

Item Five on the Agenda: Criminal Convictions and Waiver Requests

Nothing at this time.

Item Six on the Agenda: Complaint Committee Report

Sheriff Herrick presented the recommendation of the Complaint Committee regarding Corrections Officer Lewis Corriveau of the Central Maine Pre-Release Facility.

Sheriff Herrick moved and Colonel Poulin seconded.

MOTION: To accept the Complaint Committee recommendation that the Board take no further action.

A discussion ensued.

Motion carried.

Sheriff Herrick presented information regarding Beatrice Ware, which involved conduct brought to light during a polygraph examination.

Sheriff Herrick moved and Sergeant Roy seconded.

MOTION: To enter into a three-year consent agreement with Beatrice Ware on the condition that the applicant agree that if any criminal charges are docketed against the applicant during the initial three-year term of the certification, the applicant will notify the director of the Maine Criminal Justice Academy within ten days of the charges being docketed and immediately surrender to the Board any certification she may possess or that has been issued to her. This also includes the requirement that Ms. Ware continue to attend AA meetings.

A discussion ensued.

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Chief Hinton moved and Commissioner Cantara seconded.

MOTION: To table the previous motion until the next meeting to allow Board members to review a draft consent agreement.

Motion carried.

Item Seven on the Agenda: Committee Reports

Policy Standards Review Committee

Chief Hinton presented two completed sets of policy standards for approval by the Board. The remaining six policies will be ready for the April meeting.

Chief Hinton moved and Sheriff Herrick seconded.

MOTION: To accept as proposed, the policy standards for Public Notification of Registrants of Sexual Offenses and the Recording of Law Enforcement Interviews of Suspects in Serious Crimes and the Preservation of Investigative Notes and Records. .

Motion carried.

Chief Hinton moved and Sheriff Herrick seconded.

MOTION: To table the six remaining sets of policy standards to the September Board meeting.

A discussion ensued.

Chief Hinton moved and Sheriff Herrick seconded.

MOTION: To Amend the previous motion to table the six remaining sets of policy stanards until the April Board meeting instead of the September meeting.

Motion carried.

Item Eight on the Agenda: Reports from the Board Chairman

Chair MacMaster stated that the tactical team certification meetings are going very well and have been very well attended. They are about 90% finished with the standards.

Deputy Chief Berry stated that the Administrative Rules Committee remains in hiatus.

Item Nine on the Agenda: Reports from the Director

1. General Items:

- MCJA applied to the National Institute of Corrections (NIC) for technical assistance on a Job and Task Analysis for Basic Corrections training. NIC selected Maine as a pilot State to conduct a JTA and provide technical assistance as a model for other rural State similar to Maine. NIC will be also reviewing all the correctional training material and then providing the technical assistance to help us write the prospective lesson plans. Their evaluators will be here for 7 days in July and 3 days in August. NIC's goal is to come up with what appears to be the model of the future involving 3 types of Basic Correctional Officer Training.
 - Juvenile Correctional Officer training focused on pre and post conviction sentences, involving juveniles.
 - Adult State Correctional Officer training focused on post conviction sentences, generally for longer terms.
 - County Jail Correctional Officer Training focused on short term and pre-sentence convictions.
- This NIC project is free to the State and could be equated to a savings of about \$40,000 (based on the BLETP JTA). Training Coordinator Eric Parker is the Northeast Regional Representative to NIC and has been the catalyst behind this project.
- The Waterville Sentinel did an article on the new Police Training Officer Program we are now offering. It has replaced the Field Training Officer Program. See article.

2. Basis Law Enforcement Training Program (BLETP):

- The 10th BLETP started on 01/23/2006 with 64 Cadets. One Cadet left on Day 1 and another on Day 2 for personal reasons (during Orientation week). After 5 weeks the Academic Average is 88.65 and Professional Value average is 90.02 and the starting PFT average was 63.7 percentile.
- Overall the class is doing very well and the Cadre staff is excellent.
- On March 1st Jeff Peterson from Channel 8 News came up and did piece on the "Recruitment of Women in Law Enforcement." Maine has 7.19 % females of the F/T E officers. Nationally it ranges between 12-14%. Show the video.
- Training Coordinator Lauren Meservie has been working diligently on rewriting the grade system due to many flaws with the old system. It is almost done at this time.
- The 11th BLETP has 72 names including 34 John Doe slots at this time.

3. MCJA Budget Issues:

- None at this time.

4. Annual Reports:

- For 2005, all 65 K-9 Teams and 15 K-9 Team Instructors have meet the annual training and field trail testing requirements. No certificate suspensions were needed. There are about 5 new K-9 Teams in the pipeline.
- For 2005, there were 40 Traffic Reconstructionists and I had to suspend 7 certificates that did not meet the annual 4 approved reports and/or the annual in-service training requirement, plus 2 more who voluntarily surrendered their certificates. There are 30 new people in the pipeline that have done the training and are in the process of meeting the requirements. The licenses that were suspended were:
 - i. Bernard Campbell - Biddeford PD
 - ii. Stephen Jordan – Bangor PD
 - iii. Jeffrey Millard – Bangor PD
 - iv. Gregory Siegel – Sagadahoc SO
 - v. Scott Taylor – Kennebec SO
 - vi. Elmer Farren – Maine State Police
 - vii. Roger Mailman – Gorham PD
 - viii. Jeffrey Linscott – MSP (voluntarily surrendered)
 - ix. Kyle Willette – MSP (voluntarily surrendered)
- Alan sent out the Annual Reports and we have a synopsis of who is still delinquent. On 02/02/2006, out of 168 Law Enforcement agencies, 33 were delinquent or 19.64%. Out of 24 Correctional agencies, 7 were delinquent or 29.16%. Alan sent our reminder letter and I made contact with as many CLEO's that show up at the Maine Chiefs meeting in S. Portland and also called most of the others. Alan Hammond will bring you up to speed on them.

5. Other Issue:

- I testified "Neither For Nor Against" LD 1781 "An Act to require Mandatory Training for Law Enforcement Officers and Prosecutors Regarding Interaction with People with Development Disabilities, Including Autism Spectrum Disorder." At the work session on 2/10/2006 the Governors Office wanted this to happen. The bill was voted ONTP because I had to say we were going to do it anyway and self fund it. I will put 1 hour into the next BLETP starting in August of 2006 and in training year 2008 we will be required to make this one of the mandatory topics for all LE officers.
- The Model Policy on the mandatory topic are of "Community Sex Offender Notification" was given to the Maine Chiefs and Maine Sheriffs in February. They have until June 1, 2006 to implement the policy and January 1, 2007 to train all officers on it.
- On March 21, Brian and I met with many CLEO's and Tactical Team Commanders to work on a new Specification dealing with Tactical Teams. We are attempting to be one of the first states to standardize the Team qualification requirements and training standards.
- We will be having our webpage resigned to meet the new required State template and ADA compliance requirements.
- I'm working on proving a Board office across the hall and a small conference room for conducting hearings.
- Alan and the staff worked very hard on the Instructors manual. This was emailed to you this past week for comments.

Item Ten on the Agenda: Old Business

None at this time.

Item Eleven on the Agenda: New Business

Mr. Hammond presented for informational purposes, the proposed training schedules for districts 4, 5 and 8. District one was submitted just prior to this morning's meeting and will be presented in April.

Mr. Hammond presented a synopsis of annual reports. He stated that the Correctional Centers are working on developing a recording policy for all of their law enforcement officers and completing the training as soon as possible.

Monmouth Police Department has had an administrative turnover and there is an interim Chief in place working to bring the department up to required standards.

Sixty five officers were reported as having no valid reason for not meeting mandatory training requirements. As of this date three departments had not submitted the affirmation of mandatory training.

A discussion ensued.

Mr. Hammond also gave a breakdown of the Excessive Use of Force reports.

Ms. Smithers moved and Chief Hinton seconded.

MOTION: To decertify officers who are non-compliant with mandated training.

A discussion ensued.

Motion carried.

Mr. Andrenyak presented information regarding pins for Board members.

Deputy Chief Berry asked that the Board look at the discipline code at the next meeting.

Item Twelve on the Agenda: Adjournment

Mr. Ferland moved and Chief Hinton seconded.

MOTION: To adjourn the meeting of March 3, 2006.

Motion carried.

Chair MacMaster adjourned the meeting at 12:17. The next meeting is scheduled for April 7, 2006, at 10:00 A.M., at the Maine Criminal Justice Academy in Vassalboro.

WESLEY ANDRENYAK, Secretary